

## **Executive Committee Meeting Minutes – Monday, September 18, 2003**

Chairman Dwyer called the meeting to order at 1:00 p.m. and led the Committee in the Pledge of Allegiance.

**Present:** Chairman James Dwyer, County Board Supervisors Patricia Haukohl, Kenneth Herro, Walter Kolb, Richard Manke, Duane Paulson and Duane Stamsta.

**Also Present:** Chief of Staff Lee Esler, Legislative Policy Advisor Dave Krahn, Director of Administration Norm Cummings, Budget Manager Keith Swartz, Citizen Ronald Motola, Supervisor Rodell Singert, Legislative Policy Advisor Mark Mader, Director of Public Works Rich Bolte, Corporation Counsel Tom Farley, Treasurer Pam Reeves, Airport Manager Keith Markano, Budget Specialist Linda Witkowski, Business Manager Betsy Crosswaite, Clerk of Courts Carolyn Evenson, UW-Waukesha Dean Brad Stewart, Architectural Engineering Technician Mike Wells, Buildings Operations Manager Dennis Cerreta and Office Services Coordinator Windy Jicha.

### **Late Tax Appeal for Ronald Motola**

Dwyer swore in Motola. Motola said he mailed his tax payment by himself in Brookfield on July 31 before the last pick up. The letter was postmarked August 1. Motola said the letters aren't canceled in Brookfield but rather in Milwaukee. He said there is reasonable doubt that the letters were mailed on time but not postmarked on time. He is willing to sign an affidavit to the fact that he mailed his tax payment on time. From now on, he will go into the post office to have the mail hand-canceled. He has always mailed his taxes this way and didn't realize that there could be an issue of a late cancellation. Motola said because of all the mail going through the Milwaukee post office, there is a huge chance of it not being canceled on time.

### **Correspondence**

Chairman Dwyer passed out the list of correspondence to the committee members. He said Supervisors should let Jicha know if they want copies of the listed items.

**MOTION:** Manke moved, Haukohl second to deny the late tax appeal of Ronald Motola. **Motion carried:** 7-0.

### **Review, Discuss and Consider 2004 – 2008 Capital Projects Plan Relative to the Waukesha County Airport Projects (Item 38)**

Item 38 Runway 18/36 Reconstruction – Markano presented this project. He said this project reconstructs the existing runway and east parallel taxiway in the current configuration, grade runway safety area for regulatory compliance and includes a south perimeter road following FAA suggested guidelines for alleviating the need for vehicles, particularly fuel trucks from operating on the runway and taxiways, replaces the runway edge light system, relocates the old storm sewer from underneath the runway and installs edge lighting on taxiway C. This project is dependent on available federal and/or state funding. Design was budgeted in the 2003 capital plan with construction scheduled for 2006. Markano said three airport projects were combined to apply for federal funding.

Haukohl asked, shouldn't there be wording in this capital project saying that this is the combination of the three projects? She asked will Markano come back to the committee for funding approval on the three projects? Markano said we are combining three projects in order to get federal funding but as far as the county is concerned, these are three separate projects. Witkowski said there is money available for all three projects in past and current capital plans.

Stamsta asked shouldn't we put a note on this project about combining three projects into one to get federal funding? He said there's a relationship and it should be noted. Witkowski said you can do each plan separately without the others. Stamsta asked isn't there a relationship between the three? He said we want to see a footnote on the project plan regarding the combination. Haukohl said there should be something in the project alluding to it. Esler said all the projects stand alone according to the infrastructure. Haukohl said there should

be a footnote stating that the total cost of the project is dependent upon the amount of state or federal funding we get.

**Review, Discuss and Consider 2004 – 2008 Capital Projects Plan Relative to the University of Wisconsin – Waukesha (Items 6-8)**

Stewart, Bolte, Wells, Cerreta were present to discuss these projects. Dwyer said we should add language to this project stating that state funding is needed in order for these projects to be completed. Bolte said these projects are on schedule and according to budget and will proceed as planned.

Esler asked what kind of hall do you anticipate? Stewart said he has several ideas that he will pitch to the architects. He would like to change the pitch in the room to a less severe angle and change the steps into ramps. He needs to look at upgrading items such as furniture, ADA issues and toilet rooms.

Item 6 UWW Northview Hall 133 – Budgeted for design in 2004 and construction in 2005.

Item 8 UWW Switch Transformer/Cable Replacement – Stewart said Hartwell Engineering has been on campus several times and the company is confident they can come in below budget and reduce the energy use in the building.

**Review, Discuss and Consider 2004 – 2008 Capital Projects Plan Relative to Justice Related Facilities Projects (Items 1, 9-12)**

Item 11 Justice Facility Project – Phase I – Bolte said this project is going very well. The bid packages are currently out on ten parts of the project and are due back September 25. He is optimistic that costs will come in at budget or below.

Haukohl said there should be a note in the project scope removing certain items that will not be built such as the firing range. Bolte said he submitted the project scopes to the County Executive in June. He couldn't rewrite or edit the projects until now so the document is historical. We bid out the shooting range and after the original bids were received, it was pulled from the project due to high costs.

Bolte said when the bids were opened they were \$2.5 million over budget. The last several weeks we have been working to get the project back on budget. They re-sent out proposals asking for quotes on the new design ideas. Cerreta said the ability to add floors in the future is still a possibility. Bolte said the top alternates for this project would have to be decided by the Sheriff's Department. There will be 1000 square feet of programming space but it won't be finished at this time.

Esler said because the firing range has been eliminated from the project, it could be eliminated from the project scope. Haukohl asked about the change of scope for this project? Bolte said the change in scope was done to balance borrowing and cash flow. The biggest change was for moving the parking lot.

Item 12 Justice Facility Project – Phase II - Bolte said this project is going as planned. The design work will begin in 2006 and construction in 2007-2008. This will provide secure courtrooms that connect to the jail.

Item 10 Courthouse/Admin. Center Security – Maleug, Bolte and Keckeisen were present to discuss this project. Keckeisen said this is a three-year project. The security hardware has been installed at "employee" entrances. On October 1, staff will begin accessing doors with access cards. Keckeisen said for now we are installing cameras to digitally record events at doors 2, 35 and the loading dock. Doors 3, 4, 5, 6, 27 and 32 will be employee entrances. Maleug has applied for a grant to cover items for the next phase. Keckeisen said

the change of scope for this project has to do with three items. One item is the additional x-ray machines to be used for screening parcels. The second item is to segregate the administration building from the courthouse. Currently the two buildings are set up with accesses as if they were one building. A change will control access of people between the two buildings. The third item is available funding to make changes as necessary to things such as the card readers and for other unanticipated issues.

Malueg said Federal Terrorism or Domestic Preparedness Equipment Grants would cover the x-ray machines and card access system and security in the communications center. This project will not proceed without grant funding. The county should hear by the end of this month if funding is approved and he is optimistic that we will get the funding. Malueg said we received \$168,000 in our first grant and \$261,000 in part I of the 2003 grant. Part II of the grant would be for \$677,000. The balance of the grant funding will cover the following items: security at the radio tower, enhancements to the 800 megahertz amplifiers, fire department paging system and personal protective gear and surveillance equipment for police departments.

Item 9 Courthouse/Courtroom Remodel – Phase III – Bolte said this is the final phase of a multi-year sequence of projects to upgrade and improve existing jury and non-jury courtrooms, chambers, jury rooms and associated rooms in the Courthouse. Work will include security and ADA accessibility improvements, ceiling and lighting upgrades, electrical improvements, carpet and paint as needed, full heating, ventilation and air conditioning (HVAC) upgrades, and installation of expanded voice and data cabling to include video-conferencing capabilities. Construction for this phase is scheduled for 2005. He said this isn't a new project. It is a portion of a longstanding project to improve the conditions in the courthouse. The project will remodel the last of the courtrooms.

Evenson said the committee heard this information last year on this project and passed an ordinance authorizing the remodeling of five courtrooms. The bids received were not favorable. The architect thought he had a good handle on costs but there was only enough money to do two of the five projects. This project will complete the balance of the courtroom remodels. There are courtrooms that have never been remodeled that are considered not viable for things such as obstructed views. Evenson handed out and reviewed a document listing which facilities had been renovated and which had not. The plan is to begin renovations in 2005. These projects have been bid on and there are plans, it's just a matter of the funding.

Herro asked why should we do any of this now if we're building new projects? Evenson said you can't count on anything until you get the funding. Her department has already given up one courtroom for clerical use, another to build the new tower and there are several that are not the best in terms of courtrooms.

Bolte said we haven't come up with a final plan regarding what courtrooms we will be using. There are things we need to do regardless of how the space is used. It makes sense to go ahead and do this.

Esler said if this is an ongoing project, it would seem as if you are moving down the hallway. Why the delay? Bolte said there are limitations on the capital plan and there needs to be a balanced approach to the capital plan. Because of a large project like the jail, the capital plan needs to be redone in order to fit in spending.

Item 1 Third Floor Courthouse Fireproofing & Ceilings – Evenson and Bolte were present for this discussion. Bolte said this project will remove and replace the spray-on fireproofing on the underside of the roof deck and on structural members above the third floor ceilings in the west wing of the courthouse. In conjunction with this work, the existing suspended ceiling systems would also be replaced in these areas. Design for this project is scheduled for 2006 and construction in 2007.

**Committee Review and Follow-up Discussion of Capital Projects: Discuss and Consider Resolution 158-R-007**

The committee discussed the Capital Projects Plan at length and determined that the following capital projects should be discussed at the September 29 Executive Committee meeting:

- Item 11 – Justice Facility Project Phase I
- Item 14 – Hwy Ops. Center Storage Building
- Item 16 – CTH L, CTH O – East County Line
- Item 22 – CTH Y, North Ave. Intersection
- Item 24 – CTH Y, I-43 – CTH I
- Item 26 – CTH L, CTH y to CTH O
- Item 39 – Moor Downs C.C. Clubhouse Restoration

**Meeting Approval**

**MOTION:** Manke moved, Stamsta second, to approve attendance of the Executive Committee at the County Executive's Award Luncheon. **Motion carried:** 7-0.

**Motion to Adjourn**

**MOTION:** Manke moved, Herro second, to adjourn the meeting. **Motion carried: 7-0.** Meeting adjourned at 4:34 p.m.

Respectfully submitted,

Duane E. Paulson  
Secretary